

**WADING RIVER FIRE DISTRICT
1503 North Country Road
Wading River, NY 11792**

Minutes of the May 14, 2018 Meeting

The meeting of the Board of Fire Commissioners was called to order by Chairman Colitti at 1900 hours with the Pledge of Allegiance and a moment of silence for our first responders, military and Ex-Chief Anthony Van Bommels wife.

Chairman Colitti, Commissioner Erick, Commissioner McManus and Commissioner Harrigan, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, Chief McQueeney were present at the meeting. Vice-Chairman Meier absent due to personal reasons.

Commissioner Erick made a motion, seconded by Commissioner McManus, unanimously approved to accept the minutes of the April 23, 2018 meeting.

Public Comments: **Secretary Donnelly**

- None

Correspondence: **Secretary Donnelly**

- The Counsellor.
- Brookhaven Town Fire Districts Officers April, 2018 meeting minutes.
- Brookhaven Town Fire Districts Officers memo regarding Friday evening meetings.

Secretary Report: **Secretary Donnelly**

- The following permissives have closed:
 - Vehicle exhaust upgrades.
 - Replacement of retaining wall at Headquarters.
 - Architectural and engineering work to upgrade the Headquarters heating plant.
 - Installation of lighting and stripping on brush truck and purchase of 2 GPS units.

Treasurers Report: **Treasurer Bushell**

- Bills total \$65,019.80. Commissioner Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to pay the bills.
- Received direct deposits from the Town of Brookhaven in the amounts of \$5,119.12, \$4,387.82 and \$10,969.54
- Received a check for deposit from the Town of Riverhead in the amount of \$8,994.22.

Chief's Report:**Chief McQueeney**

- Submitted EMT certificates for Matthew Pipchincki, James Brady and Gregory Curiel.
- Submitted memo 18-37 - Update to the Chiefs SOG's (original memo 18-32 which had not been approved or denied) allowing exterior members to be trained on the forcible entry door. After discussion, Chairman Colitti made a motion, seconded by Commissioner Erick and approved by Commissioner McManus to accept this update. Opposed by Commissioner Harrigan. The submitted procedure passed 3-1.
- Submitted memo 18-38 - written request from Jamesport Fire Department to use the District training facility on June 2, 2018.
- Submitted memo 18-39 - training request for Anthony Van Bommel to attend FASNY. After discussion Chairman Colitti made a motion, seconded by Commissioner Erick, unanimously approved, with the stipulation that if attendance is cancelled for reasons other than emergency that the District is reimbursed for costs.
- Submitted memo 18-40 - request to use meeting room for a blood drive on August 1, 2018 from 3pm – 9pm. Chairman Colitti made a motion, seconded by Commissioner Erick, unanimously approved.
- Reported the roof top transmitter on 6-3-16 was damaged by a branch while at a standby for West Hampton.
- Chief requested executive session for personnel.

Material Requests:**District Manager Michalakopoulos**

- 2018-0033 – Medical supplies (Bound Tree) in the amount of \$917.40. Commissioner McManus made a motion, seconded by Commissioner Harrigan, unanimously approved.
- 2018-0034 – Hardware/software - Datto offsite backup, in the amount of \$2,824.80. After discussion of the services provided Commissioner Harrigan made a motion, seconded by Chairman Colitti, unanimously approved.
- 2018-0035- Replacement PC (HQ Officers room and Rec room) in the amount of \$1,835.36. Commissioner Harrigan made a motion, seconded by Commissioner McManus, unanimously approved.

District Manager Report:**District Manager Michalakopoulos**

- Station Two cameras expected to be completed tomorrow, access control to begin.
- Station Two garage doors scheduled to arrive on Friday. Installation scheduled for Tuesday.
- Station Two shed plans have been submitted to NY State and the Town of Riverhead.
- 6-3-8 work is scheduled to begin on Monday, with the Chiefs approval the vehicle will be picked up Sunday night.
- Vehicle exhaust system meeting held. Chairman has signed the contract for services.
- Engineers and estimators are reviewing the Headquarters retaining wall.
- Fuel tank – met with H2M and the low bidder and verified that the person completing the project has completed the bid walk through.
- Headquarters Memorial Stone is scheduled to be repaired on Thursday.
- Working on obtaining quotes for the Headquarters walkway.
- Boat lift access licensing is with PSEG.

- Chief's replacement vehicle is in.
- 6-3-4 – repairs were made to the bucket.

Wading River Fire Department: President Hammer

- Memorial Day Services scheduled to be held on Monday, May 28, 2018.

Chairman Colitti made a motion, seconded by Commissioner Harrigan, unanimously approved to break for executive session.

Adjournment for Executive Session 1930
Reconvene from Executive Session 2041

Attorney's Report: Attorney Sapienza

- Attended the Fire Districts Mutual seminar at Copiague, submitted the Boards questions.

Commissioner Reports

Commissioner McManus

- Nothing to report

Commissioner Erick

- Finalizing the maps with the vendor.
- Requested to work on upgrading the photographs and frames upstairs of past Commissioners and Chiefs. Agreed.

Commissioner Harrigan

- Commissioner Harrigan, Chairman Colitti and District Manager met with the Town of Riverhead Supervisor regarding the Districts communications needs, need for a communications tower inclusive of cell, and geographic concerns. Meeting was positive and feedback expected in 30 days. Chairman Colitti requested the District Manager follow up regarding tower height for the Supervisor. Commissioner Harrigan requested that the Chief review and report cell dropped calls/issues relating to alarms.

Chairman Colitti

- Chairman Colitti, Commissioner Harrigan and District Manager have spoken with Cell Site Capital regarding a communication tower, and Cell Site Capital has provided a contract for services. Chairman Colitti made a motion, seconded by Commissioner Harrigan to contract with Cell Site Capital. After discussion Chairman Colitti rescinded the motion for further review by Counsel and the Board.
- Chairman Colitti made a motion, seconded by Commissioner Harrigan, unanimously approved to allow Jamesport to use the training facility on June 2, with the stipulation that the required insurance is provided by the vendor and Jamesport FD, and a Wading River Fire Department Chief is present for the training.

- Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved to release 6-3-4 to Signal Five Fire Apparatus, with the requested equipment for \$70,000.00, which includes a \$5,000.00 consultant fee. District Manager will finalize with Counsel.
- Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved for members Brandon Tishim, William Lutz and Emily Edgar to be per diem paramedics at Wading River.
- Commissioner Erick made a motion, seconded by Chairman Colitti, unanimously approved to accept the resignation of Amit Patel.
- Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved for MMJ Electric, who has met the bid requirements, to be the provider of the District electrical services.
- Chairman Colitti made a motion, seconded by Commissioner Erick, unanimously approved for Armorpoxy, lowest bidder who has met the bid requirements, to provide and install the floor tiles at Station Two.
- Chairman Colitti made a motion, seconded by Commissioner Erick, unanimously approved to award the fuel storage and dispensing bid to Environmental Compliance Associates based upon the recommendation of H2M.
- Chairman Colitti made a motion, seconded by Commissioner Harrigan, unanimously approved to return Bill Schiebel from line of duty injury in accordance with policy 5.5, subsection 5.
- Chief McQueeney reported that Lisa Fitz has resigned, all equipment has been returned.
- Chairman Colitti reported that he has met with H2M and the District Manager regarding recent quotes and vendors. Meeting was positive.
- Chairman Colitti requested that the District Manager contact IWT and request that within 3 months the equipment that IWT has installed is marked / labeled as noted by the consultant during the work session.
- Chairman Colitti requested that the District Manager request a quote from IWT for email notification of power loss at the water tower as noted by the consultant.
- Chairman Colitti verified the preliminary draft budget is due by September 24, 2018, and requested the Board begins reviewing the 2019 budget and staffing at the July 30 work session. Meeting to start at 1800 with light refreshments.

Commissioner McManus made a motion, seconded by Commissioner Erick and unanimously approved to adjourn.

Meeting adjourned at 2109 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District